# 30<sup>th</sup> Annual Productivity and Quality Awards

Los Angeles County:

# Heritage of

# Excellence

County of Los Angeles
Quality and Productivity Commission
2016





### Productivity and Quality Awards Program



### Dates to Remember

July 6, 2016 August 3, 2016 August 22-31, 2016 September 1-9, 2016 October 19, 2016 October 25, 2015 PQA Entry Due Date
Evaluation at the Marina
Top Ten Site Visits
Top Ten Site Visits
Luncheon and Awards Ceremony
Board Recognition Ceremony

### Productivity and Quality Awards Program



### Submission Deadline

Wednesday, July 6, 2016

Quality and Productivity Commission 500 West Temple Street, Room 565 Los Angeles, CA 90012

### Productivity and Quality Awards Program



### Grand Eagle Awards

- Gold
- Silver
- Bronze

Top Ten Awards



### Productivity and Quality Awards Program



### **Commission Special Awards**

- Changemaker Award
- Commissioners' Legacy Award
- County Image Enhancement Award
- Creative Technology Award
- Customer Service Award
- Outstanding Teamwork Award
- Performance Measurement Award
- Process Improvement Award
- Mega Million Dollar Award

### Productivity and Quality Awards Program



### Other Awards

(not presented on stage)

- Special Merit Plaques
- Traditional Plaques
- Certificates of Recognition

### Productivity and Quality Awards Program



# **Application Guidelines**



- Department Head and Productivity Manager must sign all applications
- Original copy of the application is due Wednesday, July 6, 2016, 5:00 p.m.
- Electronic copy to be sent to:

msavinar@bos.lacounty.gov

### Productivity and Quality Awards Program



# Application Guidelines (con't) Official Form

- Name of Project short and descriptive
- Date of Implementation/Adoption
- Project Status ongoing or one-time
- Has Department Submitted project before?

### Productivity and Quality Awards Program



# Application Guidelines (con't) Title of Project is Limited to 50 Characters

Too long: Language & Culture Resource Center/Video Medical

Interpretation Project (LCRC/VMI) 82 characters

Better: Language & Culture Resource Center 34 characters

Vague: The 83rd and Vermont Avenue Project

Better: "Women's Reintegration Services" or "Women on the Move"

### Productivity and Quality Awards Program



Application Guidelines (con't)
Official Form

- Executive Summary
- Joint Submissions
- Fact Sheet
- Cost Avoidance, Cost Savings, and Revenue Generated (Estimated Benefit)



30th Annual

# Productivity and Quality Awards Program



2016 PQA
Application
Executive Summary
(Page 1)

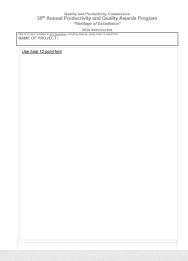
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## Productivity and Quality Awards Program



2016 PQA Application Fact Sheets (Page 2, 3, 4)

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# Productivity and Quality Awards Program



2016 PQA
Application
Benefits Page
(Page 5)

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30th Annual

# Productivity and Quality Awards Program



2016 PQA
Application
Collaborator Page
(Page 6)

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FOR COLLABORATING DEPARTMENT: (For single department submissions, do not include this) DEPARTMENT No. 2 Name and Complete Address	page)
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PRODUCTIVITY MANAGER'S NAME AND SIGNATURE	DEPARTMENT HEAD'S NAME AND SIGNATURE

### Productivity and Quality Awards Program



SAMPLE 1
Cost
Benefit
Page

Quality and Productivity Commission 30<sup>th</sup> Annual Productivity and Quality Awards Program "Heritage of Excellence"

2016 APPLICATION

Title of Project (Umited to 50 characters, inclining spaces, using Arial 12 point fant): NAME OF PROJECT:

COST AVOIDANCE, COST SAVINGS, AND REVENUE GENERATED (ESTIMATED BENEFITS TO THE COUNTY): If you are claiming cost benefits, include a calculation on this page. You must include an explanation of the County cost savings, cost advoidance or new revenue that matches the numbers in the box. Remember to keep your supporting documentation (see Assal 2 consister

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### ANNUAL= 12 MONTHS ONLY

	Overtime	Registry	Total Expenses	Fotal Savings	% Reduction from Previous Year
FY 2008-2009	\$6,503,120	\$7,987,545	\$14.470,005		
FY 2009-2010	4,209,317	2,290,995	6,505,312	\$7,984,353	55.09
FY 2019 2011	1,310,676	1,57C,585	2,88°,240	3,825,072	55.7%

Briefly explain how you arrived at the numbers.

Ensure there is a calculation.

Be sure the numbers match.

We Support Plain Language

Page 5

### 30th Annual

### Productivity and Quality Awards Program



SAMPLE 2 Cost Benefit Page

Quality and Productivity Commission 30th Annual Productivity and Quality Awards Program "Heritage of Excellence"

2016 APPLICATION

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NAME OF PROJECT:

COST AVOIDANCE, COST SAVINGS, AND REVENUE GENERATED (ESTIMATED BENEFITS TO THE COUNTY): If you are claiming cost benefits, include a calculation on this page. You <u>must</u> include an explanation of the County cost savings, cost, avoidance or new revenue that matches the numbers in the box Remember to keep your supporting documentation. <u>Use Asal 12 point from</u>

Cost Avaidance: Costs that are eliminated or not incurred as a result of program outcomes Cost Savings: A reduction or lessoning of expenditures as a result of program outcomes

Revenue: Increases in positing revenue streams or new revenue sources to the County as a result of program outcomes

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### Cost Avoidance

- Metropolitan Water District's Tier 1 Full Service Water Rate is \$744 an Acre-Foot. Public Works captured 270,000 acre-feet of stormwater during the 2009 2010 season, which offset costly water purchases from outside the region.
- Gost Avoidance/Stormwater Capture: \$744 x 270,000 Acre-Feet = \$200,880,000 cost avoidance to residents of the county

- We work very closely with treatment facilities and water districts to recharge recycled water into the system. Recycled water has a value of \$694 per Acre-Foot. Public Works recharged 55,700 Acre-Feet of water during that 2009-2010 season
- Cost Savings/Recharge of Recycled Water: \$694 x 55,700 Acre-Feet =

By running the hydro-electric facilities at San Gabriel Dam, actual revenue is earned each month, which is paid by Southern Californ a Edison. In 2010 over 22,780,000 kilowatt-hours (kWh) of power was produced from the power plants. Stonmwater captured during the 2009-2010 season produced over \$1,600,000 of revenue generated from the power plants.



We Support Plain Language

Briefly explain how you arrived at the numbers.

Ensure there is a calculation.

Be sure the numbers match.

### Productivity and Quality Awards Program



# Top Ten Winners



Productivity Manager coordinates:

- Commission site visit
- Photos and video shoot
- RSVPs to luncheon
- Board presentation

### Productivity and Quality Awards Program



# Tips to submit a successful proposal:

## Productivity and Quality Awards Program



### Tip 1

Don't submit proposals before their time!



# Productivity and Quality Awards Program



Tip 2

Find a niche.



### Productivity and Quality Awards Program



### Tip 3

Target reader and consider your audience – Quality and Productivity Managers.



### Productivity and Quality Awards Program



### Tip 4

Clearly explain the project's benefits.



### Productivity and Quality Awards Program



### Tip 5

Quality control make sure to produce an error-free document.



### Productivity and Quality Awards Program



### Tip 6

If you collaborate with other Departments, give them enough time to review and add to the entry.

Keep them involved from the very beginning.



### Productivity and Quality Awards Program



# Los Angeles County: Heritage of Excellence!